Washington State Department of Health Office of Emergency Medical and Trauma System First Responder Curricula

APPENDIX H

FIRST RESPONDER Practical Evaluation Guidelines and Skill Sheets

FLOW CHART OF THE INITIAL FIRST RESPONDER COURSE PRACTICAL SKILL EVALUATION PROCESS

Step # 1

Initial First Responder Students must demonstrate proficiency on practical skills identified for each lesson using practical evaluation skills sheets identified on page H-6. (EVALUATION LESSONS MAY BE COMBINED WITH PRACTICAL SKILLS LABS TO MEET THIS REQUIREMENT). Students <u>must</u> achieve the required score for each skill listed on page H-33, <u>and</u> receive <u>NO</u> check marks in the Critical Criteria section.

All evaluations must be completed by DOH-approved BLS Evaluators.

Step#2

Initial First Responder Students must complete clinical/field rotations prior to entrance to the comprehensive end of course evaluation. Information regarding clinical and field rotations is located on pages H-3 and H-4.

Step # 3

Initial First Responder Students must complete the COMPREHENSIVE END OF COURSE PRACTICAL SKILLS EVALUATIONS using the role play model identified on H-4, and skill sheets on page H-27 and H-29. All evaluations must be completed by DOH-approved BLS Evaluators.

Step # 4

Initial First Responder Students: SEIs must issue a CERTIFICATE of COURSE COMPLETION attesting to student competency for the student to be eligible to take the Washington State written certification examination. Prior to issuing the certificate, SEIs must verify the student's:

- a. comprehensive cognitive, affective and psychomotor abilities.
- b. successful completion of the clinical/field rotation following the procedures identified on pages H-3 and H-4.

Step # 5

Initial First Responder Students: Following receipt of an SEI issued Certificate of Course Completion, the student is eligible to take the Washington State written certification examination.

NARRATIVE OF THE INITIAL FIRST RESPONDER COURSE PRACTICAL SKILL EVALUATION PROCESS

PRACTICAL SKILL EVALUATIONS - Step # 1

The practical skills evaluation sheets provided in this appendix are to be used in conjunction with the core curriculum and are organized in the order of the corresponding lessons. They should be copied and provided to each student at the beginning of the training course and are to be used to document the performance of required skills evaluations throughout the training course and during the Comprehensive End of Course Evaluation.

Required Practical Skills Evaluations

Students must demonstrate proficiency on practical skills identified for each "evaluation lesson" using the required practical skills evaluation sheets specified for that lesson on page H-6. (EVALUATION LESSONS MAY BE COMBINED WITH PRACTICAL SKILLS LABS TO MEET THIS REQUIREMENT). All evaluations must be completed by DOH-approved BLS Evaluators.

Individual Practical Skills Evaluation Sheets

The individual practical skills evaluation sheets located on pages H-7 through H-25 are to be used to document the performance of students during course practical skills evaluations. All evaluations must be completed by DOH-approved BLS Evaluators. Evaluator initials must appear on each evaluation. All practical skill evaluations must be successfully completed before participating in the Comprehensive End of Course Evaluation. Students <u>must</u> achieve the required score for each skill listed on page H-33, <u>and</u> receive <u>NO</u> check marks in the Critical Criteria section.

Comprehensive End of Course Evaluation Skill Sheets

The Comprehensive End of Course Evaluation skill sheets located on page H-27 and H-29 are to be used to document the performance of students during the Comprehensive End of Course Evaluations. All evaluations must be completed by DOH-approved BLS Evaluators.

Initial First Responder Course Practical Skills Evaluation & Comprehensive Course Evaluation Summary Sheet

The Practical Skills Evaluation and Comprehensive End of Course Evaluation Summary Sheet located on page H-31 is to be used to document the final results of each student's performance following individual practical skills evaluations and the Comprehensive End of Course Evaluations. The SEI or MPD signature is required on the Practical Skills Evaluation and Comprehensive End Of Course Evaluation Summary Sheet.

CLINICAL/FIELD ROTATIONS - Step # 2

In addition to the hours of instruction and practical skills evaluations, this course requires that the student successfully complete five patient interactions in an EMS agency or clinical setting. The training course may utilize EMS agencies, emergency departments, clinics or physician offices. The program director or medical director must establish appropriate relationships with various clinical sites to ensure adequate contact with patients.

The student must interview and assess a minimum of five (5) patients. The student should record the patient history and assessment on a prehospital care report; i.e., Washington State Medical Incident Report (MIR), just as if interacting with this patient in a field setting. The prehospital care report should then be reviewed by the Primary Instructor to ensure competent documentation practices in accordance with the minimum data set. The training course must establish a feedback system to ensure that students have acted safely and professionally during their training. Students should receive a written report of their performance by clinical or EMS agency staff.

Note: Students must complete clinical/field rotations prior to entrance to the Comprehensive End of Course Evaluation.

Students who have been reported to have difficulty in the clinical or field setting must receive remediation and redirection. Students should be required to repeat clinical or field setting experiences until they are deemed competent within the goals established by the County Medical Program Director.

COMPREHENSIVE END OF COURSE EVALUATION - Step # 3

The purpose of the Comprehensive End of Course Evaluation is to combine cognitive knowledge and practical skills learned during the course to provide emergency care as if responding to a real field situation. This evaluation is intended to be general rather than specific in nature to determine if the team has the basic knowledge and skill necessary to perform adequately during an EMS emergency.

The Comprehensive End of Course Evaluations are conducted in a role play format using teams of students to provide emergency care to the patient. The Comprehensive End of Course Evaluations should be designed to be a realistic experience for the students. The SEI is responsible for developing specific medical and trauma scenarios to be used by the student teams during Comprehensive End of Course Evaluations. The appropriate patient care must be performed by the student team. If appropriate care is not provided, remediation and repeat of a station will be necessary.

ROLE PLAY MODEL

Role Play is individual and/or team practical skill performance evaluations from written scenarios. This method must be used for Comprehensive End of Course Evaluations. Role Play is also appropriate for end of lesson evaluations and practical skills evaluations.

SCENARIO DEVELOPMENT

It is the SEI's responsibility to develop scenarios used in Role Play evaluation. During the scenario development, skill combinations are encouraged. For example: for the Trauma evaluation, oxygen and splinting could be combined.

CERTIFICATE OF COURSE COMPLETION - Step #4

SEIs must issue a CERTIFICATE OF COURSE COMPLETION attesting to student competency for the student to be eligible to take the Washington State written certification examination. Prior to issuing the certificate, SEIs must verify the student's:

- a. Comprehensive cognitive, affective and psychomotor abilities.
- b. Successful completion of the clinical/field rotation following the procedures identified on pages H-3 and H-4.

The CERTIFICATE OF COURSE COMPLETION **MUST** include:

- Course approval number
- Course location
- Student's name
- SEI's name and signature
- Course completion date

WASHINGTON STATE WRITTEN CERTIFICATION EXAMINATION - Step # 5

Following receipt of an SEI issued Certificate of Course Completion, the student is eligible to take the Washington State written certification examination.

REQUIRED PRACTICAL SKILLS EVALUATIONS FOR INITIAL FIRST RESPONDER CLASS

Lesson Number	LESSON TITLE	REQUIRED PRACTICAL SKILLS EVALUATION SHEETS
2-3	Evaluation: AIRWAY MODULE	H-7, 9, 11, & 13
3-3	Evaluation: PATIENT ASSESSMENT MODULE	H- 15, 17
4-4	Evaluation: CARDIAC ARREST MANAGEMENT/AED	H-19
5-5	Evaluation: ILLNESS AND INJURY	H-21, 23, & 25
End of Course	Comprehensive End of Course Practical Evaluation MEDICAL	H-27
End of Course	Comprehensive End of Course Practical Evaluation TRAUMA	H-29

MOUTH-TO-MASK WITH SUPPLEMENTAL OXYGEN

tudent Name	Date		
		Points Possible	Points Awarded
Takes or verbalizes body substance isolation precautions		1	
Connects one-way valve to mask		1	
Opens airway (manually or with adjunct)		1	
Establishes and maintains a proper mask to face seal		1	
Ventilates the patient at the proper volume and rate (800-1200 ml per breath/10-20 breaths per minute)		1	
Connects mask to high concentration oxygen		1	
Adjusts flow rate to greater than 15 L/min or greater		1	
Continues ventilation at proper volume and rate (800-1200 ml per breath/10-20 breaths per minute)		1	
NOTE: the evaluator must witness ventilations for at least	t 30 seconds		•
	TOTAL:	8	
ERITICAL CRITERIA Did not take or verbalize body substance isolation preceded by the provide proper volume per breath (more than 2) Did not ventilate the patient at 10-20 breaths per minute Did not allow for complete exhalation	ventilations per mi	nute are be	elow 800 ml)
	Evaluat	or Initials	:

AIRWAY MAINTENANCE

Student Name	Date			
OROPHARYNGEAL AIRWAY	Points Possible	Points Awarded		
Takes or verbalizes body substance isolation precautions	1			
Selects appropriate size airway	1			
Measures airway	1			
Inserts airway without pushing the tongue posteriorly	1			
NOTE: The evaluator must advise the candidate that the patient is gagging and becoming conscious				
Removes oropharyngeal airway	1			

SUCTION

NOTE: The evaluator must advise the candidate to suction the patient's oropharynx/nasopharynx		
Turns on/prepares suction device	1	
Assures presence of mechanical suction	1	
Inserts suction tip without suction	1	
Applies suction to the oropharynx/nasopharynx	1	

NASOPHARYNGEAL AIRWAY

NOTE: The evaluator must advise the candidate to insert a nasopharyngeal airway		
Selects appropriate size airway	1	
Measures airway	1	
Verbalizes lubrication of the nasal airway	1	
Fully inserts the airway with the bevel facing toward the septum	1	
TOTAL:	13	

CRITIC	CAL CRITERIA	
_	Did not take or verbalize body substance isolation precautions	
_	Did not obtain a patent airway with the oropharyngeal airway	
	Did not obtain a patent airway with the nasopharyngeal airway	
		Evaluator Initials:

VENTILATORY MANAGEMENT Bag-Valve Mask

		Points	Points
		Possible	Awarded
Takes or verbalizes body substance isolation precautions		1	
Opens airway manually		1	
Elevates tongue and inserts simple airway adjunct (oropharyngeal or nasopharyngeal airway)		1	
NOTE: The examiner now informs the candidate no gag reflex is accepts the adjunct	oresent a	and the pa	atient
Attaches the oxygen reservoir to the BVM		1	
Attaches BVM to high flow oxygen		1	
Ventilates the patient while maintaining seal at the proper volume and (800-1200 ml per breath/10-20 breaths per minute)	rate	1	
NOTE: the evaluator must witness ventilations for at least 30 seco	onds	-	-
	TOTAL:	6	
Did not take or verbalize body substance isolation precautions Did not initiate ventilations within 30 seconds after applying glov greater than 30 seconds at any time. Did not voice or provide high oxygen concentrations (15 L/min or Did not ventilate patient at a rate of at least 10/minute Did not provide adequate seal or volume per breath (maximum linserts any adjunct in a manner that would be dangerous to the	r greater))	

OXYGEN ADMINISTRATION

Student Name	Date	
	Points Points Possible Awarded	
Takes or verbalizes body substance isolation precautions	1	
Assembles regulator to tank	1	
Opens tank	1	
Checks for leaks	1	
Checks tank pressure	1	
Attaches non-rebreather mask	1	
Prefills reservoir	1	
Adjusts liter flow to 15 L/min or greater	1	
Applies and adjusts mask to the patient's face	1	
NOTE: The evaluator must advise the candidate to apply a	nasal cannula to the patient.	
Attaches nasal cannula to oxygen	1	
Adjusts liter flow up to 6 L/min	1	
Applies nasal cannula to the patient	1	
NOTE: The evaluator must advise the candidate to disconti	inue oxygen therapy.	
Removes the nasal cannula	1	
Shuts off the regulator	1	
Relieves the pressure within the regulator	1	
TOTAL:	15	
CRITICAL CRITERIA Did not take or verbalize body substance isolation precau Did not assemble the tank and regulator without leaks Did not adjust the device to the correct liter flow for the not prefill the reservoir bag Did not adjust the device to the correct liter flow for the not prefill the reservoir bag Did not adjust the device to the correct liter flow for the not prefill the reservoir bag.	on-rebreather mask (15 L/min)	
	Evaluator Initials:	

PATIENT ASSESSMENT/MANAGEMENT - MEDICAL

Student Name Date			
		Points Possible	Points Awarded
Takes or verbalizes body s	ubstance isolation precautions	1	
SCENE SIZE-UP		•	
Determines the scene is sa	fe	1	
Determines the mechanism	of injury/nature of illness	1	
Determines the number of p		1	
Requests additional help if		1	
Considers stabilization of sp	pine	1	
INITIAL ASSESSMENT			
Verbalizes general impress	ion of the patient	1	
Determines chief complaint	/apparent life threats	1	
Determines responsiveness	s/level of consciousness (AVPU)	1	
Assesses airway and	Assessment	1	
breathing	Initiates appropriate oxygen therapy	1	
	Assures adequate ventilation	1	
Assesses circulation	Assesses/controls major bleeding	1	
	Assesses pulse	1	
	Assesses skin (color, temp, and condition)	1	
	akes transport decision (considers ALS)	1	
	SICAL EXAM AND HISTORY/RAPID ASSESSMENT	1 .	
	ess history of present illness)	1	
Allergies		1	
M edications		1	
Past medical history		1	
Last meal		1	
Events leading to present il		1	
Performs First Responder p		1	
	rt/system or, if indicated, completes rapid assessment		
VITALS (Obtains baseline v		1	
	es proper intervention/treatment	1	
TRANSPORT (Re-evaluate	,	1	
ONGOING ASSESSMENT	(verbalized)		_
Repeats initial assessment		1	
Repeats vital signs		1	
Repeats First Responder as	ssessment regarding patient complaint or injuries	1	
Checks interventions		1	
Provides a verbal patient re	port to transporting unit	1	
	TOTAL:	31	
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CRITICAL CRITERIA

Did not take or verbalize body substance isolation precautions if necessary
Did not determine scene safety
Did not provide high concentration of oxygen
Did not evaluate and find conditions of airway, breathing, circulation
Did not manage/provide airway, breathing, hemorrhage control or treatment for shock
Did not differentiate patient's needing transportation versus continued assessment at the scene
Does First Responder history/physical examination before assessing airway, breathing and circulation

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Evaluator	iniliais:	

PATIENT ASSESSMENT/MANAGEMENT - TRAUMA

Student Name Date		,		
		Points Possible	Points Awarded	
Takes or verbalizes body substar	nce isolation precautions	1		
SCENE SIZE-UP			•	
Determines the scene is safe		1		
Determines the mechanism of inju	ury	1		
Determines the number of patient	S	1		
Requests additional help if neces	sary	1		
Considers stabilization of spine		1		
INITIAL ASSESSMENT		_		
Verbalizes general impression of	patient	1		
Determines chief complaint/appa	rent life threats	1		
Determines responsiveness		1		
Assesses airway and	Assessment	1		
breathing	Initiates appropriate oxygen therapy	1		
	Assures adequate ventilation Injury management	1		
Assesses circulation	Assesses for and controls major bleeding	1	1	
	Assesses pulse	1		
	Assesses skin (color, temp, and condition)	1	<u> </u>	
Identifies priority patients/makes	•	1		
FIRST RESPONDER PHYSICAL	EXAM AND HISTORY			
Obtains baseline vital signs		1		
Obtains S.A.M.P.L.E. history		1		
Assesses the head	Inspects and palpates the scalp and ears	1		
Assesses the neck	Inspects and palpates the neck	1		
Assesses the chest	Inspects the chest Palpates the chest	1 1		
Assesses the abdomen/pelvis	Assesses the abdomen	1	-	
	Assesses the pelvis	1		
Assesses the extremities	1 point for each extremity	4		
Manages secondary injuries and management of the secondary	wounds appropriately 1 point for appropriate injury/wound	1		
Verbalizes on-going reassessmen	nt	1		
Provides a verbal patient report to	transporting unit	1		
CRITICAL CRITERIA	TOTAL:	32		
	ion tion when indicated	OCK (hypope	erfusion)	

Evaluator Initials: _____

Cardiac Arrest Management/AED

Student Name	Date	
	Points Possible	Points e Awarded
ASSESSMENT		
Takes or verbalizes body substance isolation precautions	1	
Briefly questions rescuer about arrest events	1	
Directs rescuer to stop CPR	1	
Verifies absence of spontaneous pulse	1	
Turns on defibrillator power	1	
Attaches automated defibrillator to patient	1	
Ensures all individuals are standing clear of the patient	1	
Initiates analysis of rhythm	1	
Delivers shock (up to three successive shocks)	1	
Verifies absence of spontaneous pulse	1	
TRANSITION		
Directs resumption of CPR	1	
Gathers additional information on arrest event	1	
Confirms effectiveness of CPR (ventilation and compressions)	1	
INTEGRATION	-	
Directs insertion of a simple airway adjunct (oropharyngeal/nasopharyngea	al) 1	
Directs ventilation of patient	1	
Assures high concentration of oxygen connected to the ventilatory adjunct.	. 1	
Assures CPR continues without unnecessary/prolonged interruption.	1	
Re-evaluates patient/CPR in approximately one minute	1	
Repeats defibrillator sequence	1	
TRANSPORTATION	·	
Verbalizes transportation of patient	1	
T	OTAL : 20	
CRITICAL CRITERIA Did not take or verbalize body substance isolation precautions Did not evaluate the need for immediate use of the AED Did not direct initiation/resumption of ventilation/compressions at appr Did not assure all individuals were clear of patient before delivering eacon Did not operate the AED properly (inability to deliver shock)	•	

Evaluator Initials: _____

BLEEDING CONTROL/SHOCK MANAGEMENT

Student Name l	Date		
		Points Possible	Points Awarded
Takes or verbalizes body substance isolation precautions		1	
Applies direct pressure to the wound		1	
Elevates the extremity		1	
Applies a dressing to the wound		1	
Bandages the wound		1	
Note: The evaluator must now inform the candidate that the wound	d is still	continuii	ng to bleed
Applies an additional dressing to the wound		1	
Note: The evaluator must now inform the candidate that the wound The second dressing does not control the bleeding.	d is still	continuir	ng to bleed
Locates and applies pressure to appropriate arterial pressure point		1	
Note: The evaluator must now inform the candidate that the bleed patient is in compensatory shock.	ing is co	ntrolled a	and the
Applies high concentration oxygen		1	
Properly positions the patient		1	
Initiates steps to prevent heat loss from the patient		1	
Indicates need for immediate transportation		1	
-	TOTAL:	11	
CRITICAL CRITERIA		<u> </u>	
Did not take or verbalize body substance isolation precautions Did not apply high concentration of oxygen Applies tourniquet before attempting other methods of bleeding Did not control hemorrhage in a timely manner Did not indicate a need for immediate transportation	control		
	Evalua	ator Initis	ale:

IMMOBILIZATION SKILLS LONG BONE

Student Name Date	Date		
	Points Possible	Points Awarded	
Takes or verbalizes body substance isolation precautions	1		
Directs application of manual stabilization	1		
Assesses motor, sensory and distal circulation	1		
NOTE: The evaluator acknowledges present and normal			
Measures splint	1		
Applies splint	1		
Immobilizes the joint above the injury site	1		
Immobilizes the joint below the injury site	1		
Secures the entire injured extremity	1		
Immobilizes hand/foot in the position of function	1		
Reassesses motor, sensory and distal circulation	1		
Note: The evaluator acknowledges present and normal			
TOTAL:	10		
CRITICAL CRITERIA Grossly moves injured extremity Did not immobilize adjacent joints Did not assess motor, sensory and distal circulation after splinting			

Evaluator Initials: _____

SPINAL IMMOBILIZATION - LYING PATIENT

Student Name	Date		
	Points Possible	Points Awarded	
Takes or verbalizes body substance isolation precautions	1		
Directs assistant to place/maintain head in neutral in-line position	1		
Directs assistant to maintain manual immobilization of the head	1		
Assesses motor, sensory and distal circulation in extremities	1		
Applies appropriate size extrication collar	1		
Positions the immobilization device appropriately	1		
Moves patient onto device without compromising the integrity of the spine	1		
Applies padding to voids between the torso and the board as necessary	1		
Immobilizes the patient's torso to the device	1		
Evaluates and pads behind the patient's head as necessary	1		
Immobilizes the patient's head to the device	1		
Secures the patient's legs to the device	1		
Secures the patient's arms to the device	1		
Reassesses motor, sensory and distal circulation in extremities	1		
TOTAL	14		

CRITIC	AL CRITERIA
	Did not immediately direct or take manual immobilization of the head
	Releases or orders release of manual immobilization before it was maintained mechanically
_	Patient manipulated or moved excessively causing potential spinal compromise
	Device moves excessively up, down, left or right on patient's torso
	Head immobilization allows for excessive movement
	Upon completion of immobilization, head is not in the neutral position
	Did not reassess motor, sensory and distal circulation after immobilization
	Immobilizes head to the board before securing torso

Evaluator	Initiale	
⊏valuator	miliais.	

COMPREHENSIVE END OF COURSE EVALUATION MEDICAL SCENARIO

Scenario development: A realistic medical field scenario should be developed by the SEI using medical problems identified during the First Responder course.

SKILLS OBSERVED	PERFORMANCE COMMENTS
Scene Size-Up	
Initial Assessment	
First Responder Physical Examination & History/Rapid Assessment	
Vital Sign Assessment	
Emergency Medical Care	
Arrange Transport Appropriate To Local Protocols, Procedures	
Ongoing Assessment (Verbalized)	
Provide A Verbal Patient Report To Transporting Unit	

performance.

COMPREHENSIVE END OF COURSE EVALUATION TRAUMA SCENARIO

Scenario development: A realistic trauma field scenario should be developed by the SEI using trauma injuries identified during the First Responder course.

Skill Observed	Performance Comments
cene Size-Up	
tial Assessment	
irst Responder Physical xamination & History/Rapid rauma Assessment	
ital Sign Assessment	
Emergency Medical Care	
rrange Transport Appropriate To ocal Protocols, Procedures And rauma Triage Tool.	
Ongoing Assessment (Verbalized)	
rovide A Verbal Patient Report To ransporting Unit	

INITIAL FIRST RESPONDER COURSE PRACTICAL SKILLS EVALUATION AND COMPREHENSIVE END OF COURSE EVALUATION SUMMARY SHEET

Student Name:	
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Lesson Number	Page Number	Practical Skill	S	U	SEI Signature
2.3	H-7	Mouth to Mask with Supplemental Oxygen			
2.3	H-9	Oropharyngeal Airway			
2.3	H-9	Suction			
2.3	H-9	Nasopharyngeal Airway			
2.3	H-11	Ventilatory Management - Bag-Valve-Mask			
2.3	H-13	Oxygen Administration			
3.3	H-15	Patient Assessment - MEDICAL			
3.3	H-17	Patient Assessment - TRAUMA			
4.4	H-19	Cardiac Arrest Management/AED			
5.5	H-21	Bleeding Control/Shock Management			
5.5	H-23	Immobilization Skills - LONG BONE			
5.5	H-25	Spinal Immobilization - LYING PATIENT			
End of Course	H-27	Comprehensive End of Course Evaluation - MEDICAL			
End of Course	H-29	Comprehensive End of Course Evaluation - TRAUMA			

PRACTICAL SKILLS EVALUATION SHEET Required Scores for Successful Completion

Practical Skill Sheet Page Number	Practical Skill	Points Possible	Points Required to Successfully Complete Practical Skill
H-7	Mouth to Mask with Supplemental Oxygen	8	7
H-9	Oropharyngeal Airway Suction Nasopharyngeal Airway	13	11
H-11	Ventilatory Management - Bag-Valve-Mask	6	5
H-13	Oxygen Administration	15	12
H-15	Patient Assessment -MEDICAL	31	25
H-17	Patient Assessment -TRAUMA	32	26
H-19	Cardiac Arrest Management/AED	20	16
H-21	Bleeding Control/Shock Management	11	9
H-23	Immobilization Skills - LONG BONE	10	8
H-25	Spinal Immobilization - LYING PATIENT	14	12

NOTE: A check mark in the Critical Criteria section of any of the above skills is a failure of the station regardless of the points attained.